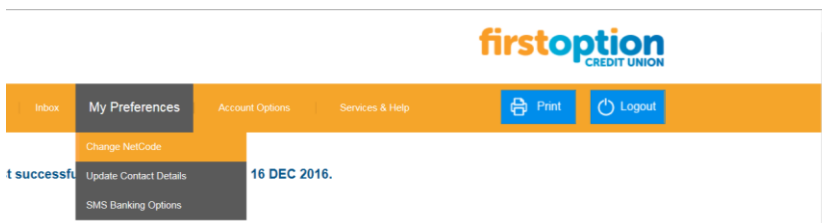




How to change your NetCode

(Internet Banking password)

1. Login to Internet Banking as normal, then go to 'My Preferences' > 'Change NetCode'



2. If you are registered for SMS One Time Passwords, click on 'Get SMS'

3. Enter the **One Time Password** received from your SMS.
4. Enter your current **NetCode** (password) that you used to log into Internet Banking
5. Select a **New NetCode** (password) that is between 8 and 15 characters long – must contain at least one number.
6. Enter your **New NetCode** again and click on Save.

Note: If you **cannot** login to Internet Banking (e.g. forgotten NetCode, NetCode not working), contact First Option and we will reset your NetCode and provide you with a **temporary NetCode**.

Then follow the instructions on the next page.

1. Login to Internet Banking with your user name (normally your member number) and enter your **temporary NetCode**
2. If you are registered for SMS One Time Passwords, click on 'Get SMS'



Your current NetCode has expired you must change it before you can continue

Click Get SMS to send an SMS One Time Password to your mobile phone

One Time Password

NetCode

New NetCode

Verify New NetCode

NetCode must contain a minimum of 8 and a maximum of 15 characters (with a minimum of 1 number).

3. Enter the **One Time Password** received from your SMS.
4. Enter your **temporary NetCode** below the One Time Password.
5. Select a **New NetCode** (password) that is between 8 and 15 characters long – must contain at least one number.
6. Enter your **New NetCode** again and click on Save.